

WEEK IN REVIEW

A publication of the City Manager's Office

Council Meeting

June 9 - City Council Meeting Agendas (Special Meeting at 4:30 pm, Regular Meeting at 6 pm, Work Session following)

Looking Ahead

Most boards will be meeting virtually including City Council.

Monday, June 8: School Board Work Session, Parks & Rec Board Special Meeting

Thursday, June 11: Community Policy & Management Team meeting

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Winchester is united! Chief Piper met with event organizers Friday morning to show continued support and assurance of safety for the 'I Can't Breathe' event and walks.

City Manager's Highlights

Staff assisted the 'I Can't Breathe' event and walk organizers with determining the route and associated road closure and other measures to ensure public safety.

Governor Northam implemented Phase II of the Forward Virginia reopening plan. With the new regulations, the outdoor pool has increased occupancy levels at the outdoor pool for lap swimming beginning June 8 and will offer several aquatic fitness classes beginning June 17. Capacity is limited and available on a first-come, first serve basis. [More Info](#)

Public Safety

Winchester Police

- Researched case, wrote, and recorded the next [DEFROST podcast](#).
- Attended recruit academy graduation. One officer graduated.
- Helped organize a Message of Unity video with the Mayor and NAACP chapter president.
- Finished the Birthday Wishes program.
- Finalized 5 policies and uploaded them to the [website](#).
- Worked with I Can't Breathe event organizers to ensure safe event on June 5.
- Released [message](#) in response to May 31 peaceful protest.
- Met with Social Services to discuss partnership in Soft Knocks.
- Continued recruitment and hiring processes.
- Reviewed process to streamline permits processes.
- Crime stats:
 - Crimes against persons (felony) - 0
 - Crimes against persons (misdemeanor) - 15
 - Burglaries (residential) - 0
 - Burglaries (commercial) - 0
 - Property crimes - 17

Winchester Fire and Rescue

- Assisted with peaceful protest in downtown Winchester May 31, 2020.
- Welcomed Interim Fire Chief Hadden Culp on June 1, 2020.
- Attended meetings related to the 'I Can't Breathe' event/walk.
- Conducted an Infection Control meeting.
- Conducted firefighter ability testing for new applicants.
- Continued search for N-95 masks to replenish stock for incident responses.
- Interim Fire Chief conducted phone introductions with Volunteer Leadership and station/shift introductions.
- Held a phone meeting with an insurance investigator regarding the North Cameron Street fire.
- Completed multiple plan reviews of site and suppression systems.

Police Activity	#
Calls for Service	600
Directed Patrols	21
Directed Patrols (OTW)	8
Extra Patrols	112
Extra Patrols (OTW)	4
Alarms/False Alarms	32/32
Crash Reports	6
Traffic Citations	6
Traffic Warnings	8
DUI/DWI	0
FOIAs Answered	4
Special Events Permits Received/ Approved	1/1 45 YTD

Fire Activity	#
Fire	2
Overpressure	1
EMS/Rescue	65
Hazardous Cond.	0
Service Call	5
Mutual Aid Given	3
Good Intent	2
False Alarms	4
Special Incident	0
Plan Review	2
Reinspections	0
Inspections	1

Emergency Management

- Prepared the Emergency Operations Center for activation if needed.
- Attend webinars for state and federal reimbursement for local emergency declaration if activated.
- Planned for and begin to prepare portable radios for election purposes.
- Began completion of FEMA Emergency Weather Training.

Development Services

Economic and Workforce Development

- Held call with prospective business and Virginia Community Capital to discuss Opportunity Zone investment potential.
- Met with downtown businesses to discuss events in the downtown and share regional safe opening fliers.
- Discussed regulatory flexibility offerings with city hospitality businesses.
- Continued working with development partners on Kent/Piccadilly and Towers redevelopment sites.
- Participated in the weekly Northern Shenandoah Valley economic response team zoom meeting.
- Researched Cares Act funding efforts being utilized by other Virginia localities.

Arts and Vitality & Old Town

- Participated in Virginia Main Street Directors' call.
- Designed marketing materials for Open & Safe campaign
- Coordinated cancellation of City-sponsored OTW events for June and July.
- Sent newsletter to inform Old Town stakeholders of pertinent info regarding "I Can't Breathe" event.
- Provided site updates for Winchester Pop-Up Market. Next order deadline: Monday, June 15 at noon.

Zoning and Inspections

- Completed:
 - 46 building permit inspections and issued 20 building permits (\$1,799,978 valuation)
 - 68 code enforcement inspections and initiated 27 new cases
 - 3 new business reviews (2 Zoning User Permits general business, 1 Zoning User Permits home business)
 - 0 PDSP permits
- Significant projects:
 - 202 Wyck St. – expand hazardous area storage (\$575,591)
 - 206 Wyck St. – warehouse renovation & addition (\$575,591)
 - 1840 Amherst St. – replace A/C units (\$452,424)
 - 1944 Valley Ave. – convert warehouse space to clean room (\$112,000)

Address	Description	Value
37 N PURCELL AVE	REPLACE A/C & FURNACE	\$8,800
809 S STEWART ST	GAS RANGE	\$1,500
206 WYCK ST	WAREHOUSE RENOVATION & ADDITIO	\$575,591
117 S LOUDOUN ST	REPLACEMENT FIXTURES	\$2,000
1543 NESTER DR	REPLACE HEAT PUMP, A/C, FURNAC	\$13,800
355 LANNY DR	ASBESTOS ABATEMENT IN GARAGE	\$2,200
1840 AMHERST ST	REPLACE A/C UNITS	\$452,424
124 W PICCADILLY ST	ASBESTOS ABATEMENT	\$11,610
117 S LOUDOUN ST	REMODEL	\$4,000
520 S STEWART ST	REPLACE WATER SERVICE	\$7,200
1950 S PLEASANT VALLEY RD	EMERGENCY SEWER REPLACEMENT	\$6,000
151 N LOUDOUN ST	PROJECTING SIGN	\$1,362
262 SHAWNEE AVE	REPLACE WATER & SEWER SERVICE	\$3,500
1944 VALLEY AVE	CONVERT SPACE TO CLEAN ROOM	\$112,000
715 S KENT ST	NEW FIXTURES	\$8,000
220 SHERIDAN AVE	NEW HEAT PUMP	\$9,000
405 FAIRMONT AVE	REPLACE SEWER SERVICE	\$5,400
		\$1,799,978

Winchester/Frederick County Tourism

- Our Visitor Center reopened on Tuesday of this week with strict face mask and sanitizing requirements and new procedures to keep staff safe while providing valuable information to visitors.
- Reached out to a few sites in the City and County to start the process of filming a new monthly video featurette program. After the first two businesses are filmed as a pilot, other businesses will be able to apply to be featured throughout the year at no cost.
- Took part in the monthly June Shenandoah Valley Tourism Partnership meeting where numerous items were discussed such as fall marketing plans and budget, the development of a new website, and event strategies moving forward.
- Took part in a weekly Northern Shenandoah Valley COVID-19 Economic Recovery Team meeting to discuss a new Open and Safe NSV initiative as well as plans for the upcoming 2nd Virtual Town Hall next week.
- Distributed new 2020 Visitor Guides to businesses and hotels.
- Distributed new Open and Safe posters throughout the community.

Planning

- Staffed the June 2 Planning Commission virtual work session and reviewed the items scheduled for the June 16 regular meeting. There is one Zoning Text Amendment pertaining to Artisan Manufacturing scheduled for public hearing on June 16. The Commission also reviewed the proposed Character Map changes for the 4 of the 10 Geographic Planning Areas identified in the Comprehensive Plan (North, Northeast, East Central, and Southeast Areas). The changes will be updated on the Comprehensive Plan Character Map by the consultant. The Commission also received a brief overview of the 2019 Annual Planning & Zoning Report.
- Prepared minor updates to staff reports for the June 9 Council meeting based upon Council input at the May 26 Council Work Session. The 3 CUPs below are scheduled for public hearings and the Major Subdivision is scheduled for approval on June 9:
 - CUP for Short-term rental on N. Washington Street
 - CUP for a ground-floor residential conversion on E. Piccadilly Street
 - CUP for a Hookah Establishment
 - Major Subdivision for conversion of a 16-unit apartment bldg. to townhouses
- Continued to conduct online plan review and approval. This included a detailed analysis of the density calculations for the Cameron Square development.

Public Services

- Completed installation of some of the new HVAC units at Handley Library.
- Held construction progress meeting for the trails at the Museum of the Shenandoah Valley. A significant amount of the grading for the trails has been completed.
- Held monthly meeting with VDOT to review the progress on all the projects with VDOT funding.
- Assisted with public safety preparations for the 'I Can't Breathe' event/walk.

Utility Capital Improvement Projects (7/1/18-present)

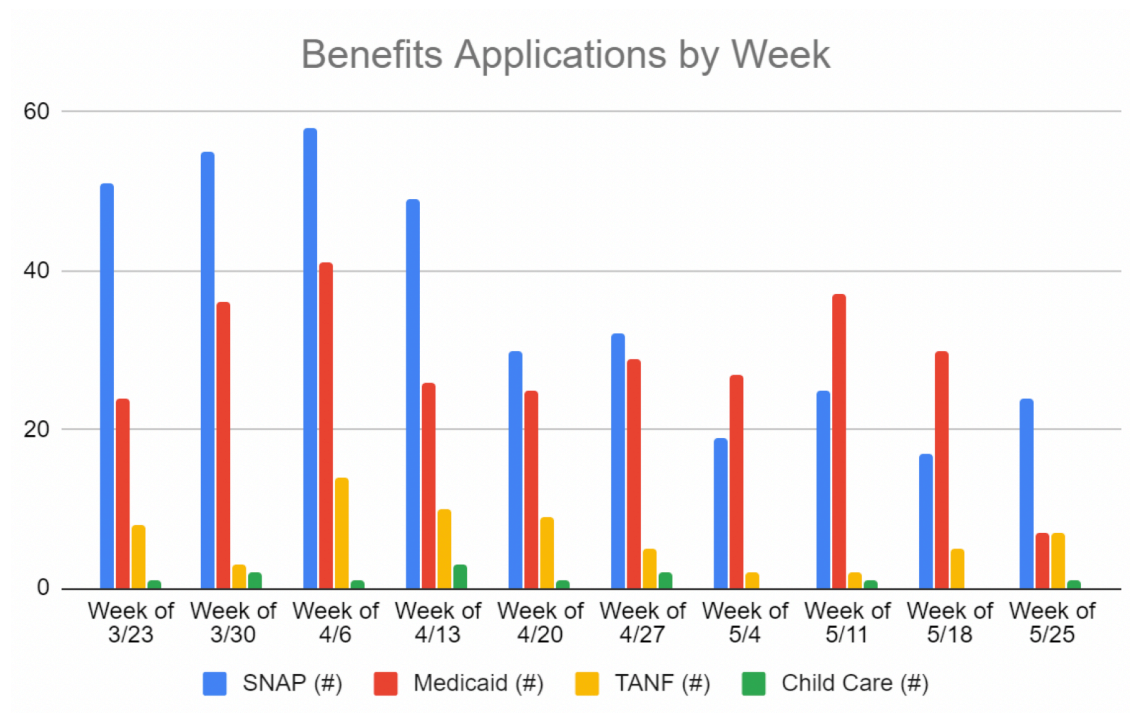
Measure	Past Week	Project Totals
Water mains replaced (linear feet)	0	8,292
Water service lines replaced (number)	0	372
Water meters replaced (number)	46	4,773
Sanitary sewer mains replaced/lined (linear feet)	0	6,615
Sanitary sewer laterals replaced (number)	0	111
Sanitary manholes replaced (number)	0	42
Sidewalks replaced (linear feet)	0	39,697
Sidewalks repaired (linear feet)	7,953	146,320

Division	Activity	Past Week	2020 Year-to-Date Totals	Measurement
Streets	Streets repaved	0	.80	Lane miles
	Potholes repaired	0	54	#
	Mowing	19.18	140.89	Acres
	Miles of streets swept	54.50	1,205.69	Miles
	Tons of leaves hauled	0	58.50	Tons
Trees	Dead/diseased trees removed	0	108	#
	Trees trimmed	0	529	#
	Stumps removed	1	144	#
Traffic	Street signs Installed/replaced	2	262	#
	Pavement markings repainted (City)	8	569	Linear feet
	Pavement markings repainted (contractor)	0	5,273	Linear feet
Refuse & Recycling	Refuse collected	148	2,909.43	Tons
	Recycling collected	24.86	865.726	Tons
	Large item pickups	0	47	#

Division	Activity	Past Week	2020 Year-to-Date Totals	Measurement
Transit	Total passengers	2,229	37,982	#
	Revenue miles pick up/drop off	3,719	62,673	Miles
	Revenue hours pick up/drop off	355.47	6,006.18	Hours
Utility billing	Payments processed	1,095	30,423	#
	New bills mailed out	2,825	31,011	#
	Water services turned off (non-payment)	0	125	#
Water treatment plant	Average daily water demand	5.06	5.44	Million gallons/
	Peak daily water demand	5.35	6.53	day
Wastewater treatment plant	Average daily flow treated	6.63	7.40	Million gallons/
	Peak daily flow treated	6.53	17.21	day
Water distribution and wastewater collection	Water main breaks repaired	0	8	#
	Water meters read	1,206	33,046	#
	Fire hydrants flushed	31	147	#
	Sewer mains cleaned	3,058	58,685	Linear feet
	After-hours call outs	1	64	#
Engineering	Site plans reviewed	1	59	#
	Floodplain permits issued	1	22	#
	Utility as-builts reviewed	0	5	#
	Right-of-way permits issued	9	216	#
	Land disturbance permits issued	1	6	#
	Stormwater facility inspections	56	62	#
	Erosion and sediment control inspections	31	551	#
	Erosion and sediment notices to comply	0	0	#
Facilities Maintenance	Work requests completed	16	420	#
	Special events assistance	0	4	#
	Maintenance of pedestrian mall	29	591	Staff hours
Equipment maintenance	Total repairs completed	165	1,083	#
Winchester Parking Authority	Work requests completed	4	114	#
	Special events - assistance provided	0	2	#
	Vandalism or property damage issues	1	8	#
	New monthly rentals	4	67	#
	Monthly rental cancellations	2	111	#
	Total monthly leases in all autoparks	+2	1,098	#
	Available monthly spaces in all autoparks	-2	314	#
	Hourly parkers (all four garages)	1,245	33,402	#
	Park-Mobile transactions	198	10,210	#
	Meter violations	2	2,351	#

Social Services

- Received 63 Benefit Program applications: 29 SNAP, 25 Medicaid, 8 TANF, 4 VIEW, 0 Child Care, 0 Auxiliary Grant, 1 General Relief-Burial, 0 Home Energy Assistance Program
- Provided case management to:
 - 1,636 Medicaid cases
 - 4,111 SNAP cases
 - 71 TANF cases
 - 16 Auxiliary Grant cases
 - 44 individuals receive VIEW services
 - 51 families/94 children receive Child Care Subsidy Assistance.
 - 322 Home Energy Assistance Program cases
- Key community resources and updates:
 - SNAP Emergency Allotment for June (6/2/2020) - Emergency benefits will be made available to Virginia Supplemental Nutrition Assistance Program (SNAP) participants in June, as part of a provision set forth by the Families First Coronavirus Responses Act of 2020. See the City's latest [press release](#) with more information about the upcoming emergency allotments to SNAP participants.
 - SNAP Online Shopping (5/26/2020) - Starting Friday 5/29, Virginians who receive SNAP benefits will be able to pay for their groceries online and have them delivered, as the USDA has approved Virginia to participate in an innovative online purchasing pilot program. See the Governor's [press release](#) for more information.
- CPS staff participated in a multidisciplinary team meeting with Winchester Police Department; Winchester Commonwealth's Attorney's Office, Forensic Nurses, and the ChildSafe Center-CAC regarding joint child abuse cases.



Weekly Activity	#
Clients walk-ins/drop-offs	0/33
Child Protective Service (CPS) referrals/case management load	4/50
CPS family assessments & investigations of alleged maltreatment	40
Placed "on notice" for foster care entry by JDRC	6
Children in/entered/exited foster care	55/6/0
Adoption subsidy cases/adoptions finalized	49/1
Benefit program fraud & overpayment referrals/investigations/recoupment claims	0/13/91
Family Services intakes/case management load	6/5
Adult Protective Service referrals/case management load	5/5
Adult guardianships/cases	2/81
Adult Protective Service investigations/intakes	10/2
Uniform Assessment Instrument screenings	1
Interstate Compact on the Placement of Children (ICPC) case management	2

Support Services

Innovation & Information Services

- Moved delinquent notice changes to test so Treasurer staff can begin testing process and outsource vendor.
- Began changes to invoice format and setup for e-mailing invoices to businesses (Click2Gov) and the more electronic processes.
- Continued information gathering for City's auditors.
- Met with Electoral Board for state mandated security review.
- Continued working on process CAD street span GIS updates for Emergency Communications Center.
- Updated Refuse/Recycling GIS boundary data to reflect current collection times.

Help Desk Requests	Count	Closed
Account Management	17	12
Applications	13	7
GIS	4	4
Hardware	2	5
Information Only	2	1
Infrastructure	0	3
No Action Required	10	18
Not Assigned	7	4
Reporting	1	0
Test (Hardware)	0	1
Total	57	55

Parks & Recreation

- Filmed the next [Triple Q](#) sports trivia quiz video and posted quiz. Topic: Football.
- Production of Fall 2020 Activities Guide may be cancelled due to the continually changing reopening guidelines and the inability to produce a publication that will contain accurate information of programming. The department is exploring various avenues for information dissemination during this interim period.
- War Memorial Building remains closed to the public until further notice. Phase II guidelines should allow the department to move forward with some revised programming. The department will review guidelines and update plans to determine what is possible.
- Opened the outdoor pool on June 1, 2020 for lap swim and swim teams only. Schedule is posted on the [website](#).

Communications

- Distributed the June 4 CitE-News issue. [View](#)
- Handled 2 media requests for City information and staff interviews; 8 inquiries for WPD.
- Edited the Park's [Flag Football Triple Q](#) video.
- Released WPD [message](#) in response to 5/31 protest.
- Created a video [message of unity](#) featuring the Police Chief, Mayor, and local NAACP president.
- Produced the June 11 episode of the [DEFROST](#) podcast.
- Designed the 2020 Movies on the Mall poster.
- Designed the Park's September 11 commemoration ceremony advertisement.
- Posted the S. Pleasant Valley Road improvement concepts [narrated presentation](#) online and on social media.
- Promoted changes in City services and public safety information due to community event on June 5 in Old Town. Answered many subsequent questions from residents and businesses.
- Attended webinar on Electronic Records Disaster Preparedness Recovery.
- Continued updating the website and TV channel information.

311 Requests Received	#
FOIA	7
New Recycling Bin	1
Missed Trash/Recycling Collection	-
Trash on Property	-
City Tree Issue	-
Traffic Signal Issue	1
Dead Animal in Road	1
Ask a Question	-
Pothole	-
Street Light Out	-
Tall Grass	-
Water/Sewer Service	-
Total/YTD	10/226

Date	City of Winchester News Releases
6/3	Winchester Police Chief, Mayor release joint statement with local NAACP president - read
	Street closures and route for I Can't Breathe event and walk - read

Date	Articles in <i>The Winchester Star</i>
5/30	Winchester to open summer camp on June 8; registration begins on Monday
6/1	Protesters fill the streets of downtown Winchester
	Governor's mask order not easy to enforce
	Open forum: We deserve transparent local government
6/2	'Take the knees off our throats': Local protestors take stand against police brutality
	Area law enforcement leaders condemn deadly Minneapolis arrest
	Open forum: Don't lose hope, Winchester Fire & Rescue Department
	Motorcyclist arrested after hot pursuit
6/3	Map targets Winchester areas suitable for redevelopment
	Correction to Area law enforcement leaders condemn deadly Minneapolis arrest article
6/4	Density driving Winchester COVID-19 infection rate
6/5	2 protests planned today in Winchester against police brutality
	Donation will help nonprofit fight local crime
Date	Segments on WDVM
6/2	Winchester community comes together, joining nationwide protests in support of George Floyd - read